



Support Leader Job Description

Position Purpose:

The responsibility of the Support Leader is to assist the Team Leader in setting camp staff up for success. The SL will **support** and **encourage** staff while ensuring that each site has the necessary and properly maintained equipment, instructors, and supplies needed to complete each day's activities. In addition, they will help ensure the **safety** of each camper while encouraging participation in all camp activities. They will work with the staff, the campers, and their parents to deal with any concerns regarding camp and its activities. The Support Leader will provide structure and guidance for all camp sites and activities through the use of established guidelines and schedules.

Essential Job Functions:

Promote a safe, positive, inclusive, and engaging camp environment

Make suggestions for daily morning and afternoon meeting topics-with an emphasis on team building, motivation, reflecting upon each camp day, problem-solving, collaborating, and professional development

Set camp staff up for success with supplies, documents, planners, fresh ideas, surprises, and moral support

Visit camper groups throughout the day to monitor safety and provide breaks, feedback, and creative inspiration

Communicate with campers' families on a daily basis

Check the weather each morning and collaborate with the team leader to adjust the day's plan, if necessary

Other Job Duties:

Take ownership of Counselor Appreciation Week

Take pictures and send them to our Communications Manager

Communicate with camp staff via cell phone

Create camp needs shopping lists

Oversee sign-in and sign-out times

Substitute for counselors when necessary

Relationships:

Support Leaders will supervise camp counselors, report to the Team Leader & Camp Director, and work closely with our Program Support person. They will also communicate with and greet special visitors.

Equipment Used:

Support Leaders must have a clean driving record so they can transport campers on a golf cart.

Qualifications:

Must be at least 18 years old to apply

At least 2 years of camp staff, outdoor instructor, and/or educator experience

Enjoy the outdoors and value nature connection

Kayak or canoe experience preferred

Solid communication abilities, organizational skills, and experience with conflict resolution

Passion to work with kids of all ages and abilities

Positive role model for campers

Possess a valid driver's license

Available on site June 8th through August 31st plus one more day (on or off site) to reflect on the 2018 camp season

Physical Aspects of the Job:

Must be able to spend up to 8 hours outside per day from June through September

Must be able to hike daily

Compensation:

Free kayaking

\$10-\$12 per hour based on experience

Application Filing Deadline:

Preference given to applications received by February 15th, 2018